

CALIFORNIA STATE CAPITOL MUSEUM VOLUNTEER ASSOCIATION

Board of Directors Meeting

June 4, 2014

The purpose and objectives of the CSCMVA are to promote the educational and interpretive activities of the California State Capitol Museum

The meeting was called to order at 1:00 p.m. in room 127 of the Capitol by President Alex King. Board members present: Alex, Bob Dennis, Bob Dreyer, Chris Tyler, David Keck, Marilyn Thompson, Julie Mallett, Randall Williams, Connie Clark
Others Present: Rachel Martinez, , Mary Geach, , Judi Smith, Diane Rich, Leslie Cooper, Marti Dennis, Matt Bellah, Sheri Routh, Koren Benoit

Minutes: accepted as distributed.

Appropriations Committee: Report attached. Approved as presented. Bookstore income is \$836 more than projected. We are \$6,000 ahead in income to date and should spend some money so as not to jeopardize our nonprofit status. Bob presented letter and information from the California Conference of Historical Societies requesting donations in support of its various projects. They are based in So. Calif. but give programs around the state as well as webinars. Their annual conference is in June in San Pedro. We already have an annual membership (\$50). Koren spoke in favor of supporting other historical groups as it might benefit us in the future. After discussion, David Keck moved and Marilyn Thompson seconded that we donate \$100 but also do some research into ways we might benefit from our membership. Their website is www.californiahistorian.com. Motion passed unanimously

Bookstore: Mary Geach reported that gross income for May was \$3,447.39. This is only \$5 less than May 2013. She has just submitted a book order which is "tourist oriented" for the summer season and also ordered more pocket directories.

Membership: no change

State Parks Report: Rachel reported that coverage is needed on the WI desk on Wednesday afternoons, 1-4 p.m. Carmen is a returning intern this summer who was hired by Joint Rules but has been assigned to Parks. Another new intern, Isiah, has started to work recently. There are 37 people signed up for the McClellan tour. Be advised that the warehouse is cold (bring a sweater), there will be a lot of walking (comfortable shoes) & they will start precisely on time – don't be late.

She presented Alex with tip money which has been given to Park tour guides by tourists. It will be deposited in our treasury.

Matt asked whether we would like to schedule another training session for the Panama Pacific International Exhibition exhibit. Interest was expressed so he will schedule it after June 14th

when the Clarion comes out. It was decided to schedule it for June 23 at 1:00 p.m. It would be nice to have a condensed fact sheet as the training was lengthy and packed with information. Matt passed out a five year plan for exhibits in the State Capitol Museum. (attached) Question: can some of the beautiful posters in the PPIE exhibit be sold as smaller posters in the bookstore. Renato probably has them in digital form. Chris, Bob, Alex and David will be in charge of choosing which ones. The book on capitol artworks has sold out and Koren will see if she can locate more copies.

Matt passed out a proposal (attached) for signage for the Matthews murals in the basement rotunda. He doesn't have a specific cost yet (maybe \$3,000) but asked if CSCMVA might fund part of the expense. He will return with specifics.

Bob Dennis suggested that CSCMVA share cost of having the museum room light fixtures be professionally cleaned. It was also suggested that the drapes might also be cleaned.

It was also suggested that CSCMVA participate in integrating the museum rooms and costumed docents with the PORTS program as done in the past. Richard (PORTS director) is in favor.

On-going business:

Governors' Day: Julie reported that things went well and she learned a lot. She regrets there was not more publicity. She suggests experimenting with a later start time on Sunday to accommodate church-goers. Free parking on Sunday doesn't seem to be a useful feature because spaces tend to fill up early. As usual, they were shorthanded at the last minute and she would like to suggest strongly encouraging all members to participate in living history events in some way. Yet another conversation was held on our need for better publicity/marketing. Marti will put an article in the Clarion asking for volunteers.

Volgistics/Webpage: The website is a great source for archived information about CSCMVA.

Randall Williams reported that we are almost ready to go live with online scheduling. Training for pilot group is scheduled for June 19th. When we "go live" in August it will be done in one step and paper scheduling will be eliminated. The computer at the volunteer desk will be used for scheduling on site and it can be done from home. There will be a buddy system set up to assist those without computer skills and general trainings will be held on July 10th and 23rd, 10-11:30.

By-laws committee: Bob Dreyer reported that revised Standing Rules will be available to review at the next meeting. Revised by-laws will be available for review in a few months and need to be voted on at the next annual meeting.

New Business:

Rotunda Decorations: Discussion of whether decorations can be put in the large urns. DGS is in charge of the building in general but Parks is in charge of the museum rooms. Can we put decorations in the museum rooms at Christmas as was done one year in past. These decorations were donated by *William Glen* and were very popular. They were allowed to put

up a small sign acknowledging their contribution. Pictures were passed around (thanks to Bill Geach) of various urn floral arrangements and Christmas décor. An article will be put in the Clarion asking for volunteers for a Decoration Committee.

Mid-year Social: Casey has advised that the Stanford Mansion patio might be too hot for an outdoor August event. Alex suggested using the *House Kitchen and Bar*, 5th and Capitol Mall. Groups from the State Library and Stanford Mansion have used it and liked it. It is reasonable, attractive, has a good menu, shaded patio and ample parking after 4 p.m.. The restaurant would be open for general business but there would be no rental fee. Chris Tyler moved and Randall Williams seconded that we schedule an event on August 12th at 4 p.m. and investigate the *House Kitchen and Bar* as a location.

Admission Day: Scotty Hodges will chair. Connie volunteered to co-chair and David, Randall and Alex will assist.

Election Day: Sam Bhakta will co-chair but needs an experienced person to assist. Alex suggested having one chairperson from a prior year's event assist a new chairperson as there is much to learn (eg, Election Day assist at next Election Day, etc.) Mary Geach and Patty Wood chaired the last Election Day. Mary will talk to Patty about helping this year.

Marketing: Why doesn't the Capitol Museum ever show up in the Bee's Ticket section? This should be done by Parks; Matt will look into it. Suggestion was made to have easels at the capitol entrances listing daily events. Koren and Alex will work on this project.

Training Events:

Capitol Furnishings Tour: Koren can do this after the November election. She and Alex will choose a few potential dates

Sutters Fort: Alex will contact Mindy Orosco who now works there and has offered to give us a tour.

New Volunteer Training Class: potentially in February 2015.

There being no further business the meeting was adjourned at 2:50 p.m. The next meeting will be held on Wednesday, July 2nd at 1 p.m. at the Capitol.

Respectfully Submitted,

Marilyn Thompson
Secretary